

DBHDS Settlement Agreement Model

The DBHDS Settlement Agreement model is a planning tool that has been developed to assist the Virginia Department of Behavioral Health & Developmental Services with implementation of the agreed upon Department of Justice Settlement Agreement. The tool's primary purpose is to allow for stakeholders to understand the forecasted costs and related savings of the agreement based on a variety of different inputs such as: census levels as individuals discharge, staffing ratios, indirect cost reductions, average waiver costs, administrative costs, etc. All inputs can be categorized as a community assumption, facility assumption, central office assumption or staffing assumption.

Community assumptions account for slot cost rates, transitions into community slots and any additional community cost. The assumptions associated with slot cost rates include: the population for which the rate applies, the average placement rate, the percentage of population applicable to that rate and the fund source schedule. Transitions into community slots considers the transition schedules of each of the training centers and the types of waiver slot to which the individuals are transitioning. Additional community costs are expenses associated with the individual and family support program, crisis stabilization, developmental disability health support networks and bridge funding.

Facility assumptions account for facility closure dates and costs, facility census and non-personnel expenditure assumptions. The non-personnel expenditure assumptions area in the model contains an input area by facility and cost center category for the steps of reductions related to the facilities' non-personnel expenditures. The patients/staff percentage inputs determine the reduction needed by the pre-determined population to drive the expenditure reduction.

Central Office assumptions include input areas for all DOJ related functions and expenditures. This area of the model is primarily made up of administrative positions where average salaries and fringes can be adjusted by role type in order to get the most up to date picture of reality.

Staffing assumptions contains two staffing-related sections: salary and benefit adjustments and staffing guidelines. These assumptions include: total salary adjustments by year for all staff; benefits assumptions separated by facility and Central Office, and by year; overtime & lapse Factors, retention payments, and severance payments by facility and Central Office and year. The model accounts for an attrition rate in both the facilities and Central Office positions through the lapse factor. For the staffing guideline assumptions there is also a section to input the assumed minimum staffing level prior to the facility close date. This section is a guideline only, as the ratios are used in the model to project the target number of staff that should leave the facility as individuals are discharged.

The following is a high level summary of elements included in the Model Schematic, which is a graphic representation of how data and information will flow through the model.

